



TRANSPARENCY
VANUATU

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No to Corruption!

No to Impunity!

PREVENTING SEXUAL EXPLOITATION, ABUSE and
HARASSMENT (PSEAH) POLICY 2020 – 2023.

This Policy is signed and takes effect on this
date... 27/12/20 signed...

Mr. Joe H Kalo,
Chairman, TIV

The policy will be reviewed in November 2023.

1 INTRODUCTION

The National Constitution of Vanuatu gives everybody (men, women, Children, physically challenged and mentally challenged) equal Rights and the Freedom to exercise those inalienable Rights.

The National Motto of Vanuatu is "Long God Yumi Stanap"

However, historically and culturally men played and continue to play a dominant role in the Society. These dominant roles range from protector of family to decision-maker, to doing heavy duty work and laying down the law in the home or community. Abuse of this power and unchecked authority has led to abuse of men, women, children and the vulnerable members of the community.

Sadly, this abuse has led to sexual exploitation, sexual abuse and sexual harassment in the workplace and in the community. This sad situation is increasing with urbanization, poverty, abuse of drugs, states of emergencies or disasters and pandemics like the COVID-19 pandemic.

2 PURPOSE

The Transparency International Vanuatu (TIV) recognizes the need to have a policy document in place to advocate for awareness on, prevent and deal with issues of sexual exploitation, abuse and harassment in the workplace, TIV community and the wider community. This policy document will define the Scope, Definitions, Code of Conduct, Communications, Training of Staff, reporting system, responding system and Risk issues.



3 SCOPE

This document is intended to help prevent sexual exploitation, abuse and harassment among TIV Staff, TIV Board Members, TIV Volunteers, contractors and any partners working with TIV to provide services to the people in the community. It must complement the TIV Child Protection Policy.

4 DEFINITIONS

- This policy is for both men and women to adhere to, in workplace and during outreach work in the community.
- Sexual exploitation is taking advantage of someone's vulnerability for sexual purposes;
- Sexual Abuse is using power, money or service to force or coerce sex or sexual act;
- Sexual Harassment is any unwelcome sexual advances whether verbal or physical, written or by use of photos or video camera, or in the form of a suggestive or provocative action.
- And Sexual misconduct is any of the above and more.

5 CODE OF CONDUCT

All staff and volunteers must sign up to and abide by this Code of Conduct when working as a staff, Board Member, Volunteer or partner of the TIV family. **It is important not to;**

- Hit or cause physical or emotional harm to another person;
- Develop any sexual relationship with a staff member, Board Member, volunteer, part-time employee or a child under 18 years of age. Any sexual relationships must be declared to the Chief Executive Officer and the Chairman of the Board of Directors upon start of association with Transparency Vanuatu;
- Develop sexual relationship with staff, Board Member or children which could, in any way, be deemed abuse of power, exploitive or abusive; or viewed as harassment;
- Act in ways that may be abusive or may place a staff member, Board Member or a child at risk of sexual abuse;
- Use language, make suggestions or offer advice which is inappropriate, offensive or abusive;
- Behave physically in a manner which is inappropriate or sexually provocative;
- Condone or participate in, behaviour which is illegal, unsafe or abusive;



- Act in ways intended to shame, humiliate, belittle, harass or degrade other staff, Board Members, children, or otherwise perpetrate any form of emotional abuse;

6 COMMUNICATIONS.

We will meet our commitment to protect all TIV family from sexual exploitation, abuse and harassment through the following means;

Awareness – We will ensure that all staff, Board Members, Contractors and Volunteers are aware of the problem of sexual exploitation, abuse and harassment and the presence of this policy.

Prevention – We will ensure, through awareness and good practice, that staff, Board Directors, Volunteers, Contractors and the community minimize risks of sexual exploitation, abuse and harassment.

Reporting – We will ensure that staff respect hierarchy and direct all concerns regarding sexual exploitation, abuse and harassment to the Chief Executive Officer or the Chairman of the Board of Directors.

- Issues concerning staff and volunteers are made to the Chief Executive Officer and he/she makes a report to TI-S and Police.
- Issues concerning Chief Executive Officer are made to the Chairman and he/she makes the report to TI-S and Police.
- Issues concerning the Chairman is made to the Chief Executive Officer and he/she makes a report to TI-S and Police.
- Issues concerning Members of the Board are made to the Chairman and he/she makes a report to TI-S and Police.
- Concerns from a community member can be made in writing in English, French or Bislama. It can be made verbally or through an interpreter.

Responding – We will ensure that action is taken to support and protect staff, or TIV family where concerns arise regarding possible sexual exploitation, abuse and harassment.

TIV will set up an independent committee to investigate any concerns or adverse reports and submit the report to TI-S and local Police authorities.

In order that the above standards of reporting and responding are met, all staff of Transparency International Vanuatu will also ensure that they;

- Take seriously any concerns raised. All concerns reported must be investigated fully and immediately;
- Take positive steps to ensure the protection of staff or TIV family who are the subject of any concerns;
- Support staff or anyone else who raises a concerns;
- Act appropriately or effectively in instigating or co-operating with any subsequent process of investigation;

- Work in partnership with parents/carers and/or other professionals to ensure the protection of any vulnerable persons involved.
- All staff implicated are put on immediate suspension with full pay until the concern is fully investigated and remedied accordingly.
- All Board Members implicated are immediately suspended until the concern is fully investigated and remedied accordingly.
- All volunteers/others implicated and immediately barred from all Transparency International Vanuatu activities until the concern is fully investigated and remedied accordingly.

7 MINIMISING RISKS

- All staff and volunteers (locally appointed and internationally appointed) will sign up to and abide by the attached code of conduct;
- All partners and external stakeholders will receive training, sign and abide by the code of conduct;
- All staff and volunteers will have access to a copy of the PSEAH Policy;
- Recruitment procedures will include checks on reason for leaving last employment, records of any past history of sexual exploitation, abuse and harassment and a Police Clearance Certificate;
- Induction will include training on this Preventing Sexual Exploitation, Abuse and Harassment Policy;
- Every work place will display contact details for reporting possible sexual abuse and every member of the staff will have contact details for reporting;
- Training, learning opportunities and support will be provided by Transparency International Vanuatu as appropriate to ensure commitments are met.
- Risk assessments of activities must be done regularly to identify if there are any new risks that need to be addressed.

8 IMPORTANT NOTES

This is not an exhaustive or exclusive list. The principle is that staff and volunteers should avoid actions or behaviours which may constitute poor practice or potentially sexually abusive behaviour. It is important for all staff and others to;

- Be aware of situations which may present risks at work place or in the community and manage these risks accordingly;
- Plan and organize the work and the workplace so as to minimize risks;
- Ensure that a culture of openness exists to enable any issues or concerns to be raised and discussed;
- Ensure that a sense of accountability exists between staff so that poor practice or potentially abusive behaviour does not go unchallenged;
- Talk to staff about their personal conduct and their contact with staff or others and encourage them to raise any concerns;



- Empower staff, Board Members and TIV family – discuss with them their rights, what is acceptable and what is unacceptable and what they can do if there is a problem.

This policy document must be signed by all people working with Transparency International Vanuatu upon completion of Training on this policy and upon recruitment onto the staff and Board Membership of Transparency International Vanuatu
